

**FIRE DEPARTMENT MECHANIC
STUDY GUIDE**

A written examination for the class of **FIRE DEPARTMENT MECHANIC** to be administered in **HOUMA** on **OCTOBER 29, 2002**, will consist of approximately 112 multiple-choice questions. The examination will test your knowledge in the following subject areas:

SUBJECT AREA/KNOWLEDGE	APPROXIMATE % OF EXAM
STEERING, SUSPENSION, BRAKE SYSTEMS Knowledge of steering, suspension, and brake systems sufficient to perform maintenance, make repairs, or make adjustments to the systems when needed.	14.3%
AIR CONDITIONING/COOLING SYSTEM Knowledge of cooling systems sufficient to perform maintenance and repair when needed.	6.3%
DRIVE TRAIN/LUBRICATING/ELECTRICAL/EXHAUST AND EMISSIONS /FUEL SYSTEMS Knowledge of drive train, lubricating, electrical, exhaust, and fuel systems sufficient to perform maintenance, repairs or adjustments to the system when needed.	20.5%
ENGINE MECHANICS Knowledge of gasoline and diesel engines sufficient to perform diagnosis of mechanical problems and to perform maintenance and repair.	14.3%
GENERAL AUTOMOTIVE MAINTENANCE/AUTOMOTIVE MAINTENANCE INSTRUMENTS Knowledge of automobiles and automotive maintenance instruments sufficient to determine what repairs are needed and how to perform these repairs and other general maintenance tasks.	11.6%
MAINTENANCE OF VEHICULAR EQUIPMENT AND ACCESSORIES Knowledge of equipment and accessories sufficient to perform maintenance and repairs, including verifying that equipment is tested and meets applicable standards, and inventory control.	11.6%

SUBJECT AREA/KNOWLEDGE	APPROXIMATE % OF EXAM
MANAGING EQUIPMENT/SUPPLIES Knowledge of the management, maintenance, and purchase of equipment and supplies, including verifying that equipment is tested and meets applicable standards.	8.9%
RECORDS/REPORTS Knowledge of effective records-keeping practices, including preparation and content, and knowledge of effective report preparation procedures, including the compilation, analysis, and organization of data into an effective written format.	6.3%
SUPERVISION Knowledge of the practices and techniques used in effective supervision in order to plan and organize the work of subordinates.	6.3%

REFERENCE LIST

While the entire list of reference material will be useful to you in your preparation for the upcoming examination, the **majority** of test questions are sourced from those references listed under the Primary List.

PRIMARY REFERENCE MATERIAL

AUTOMECHANICS, Ellinger, Herbert E., Prentice-Hall, Englewood Cliffs, New Jersey, 07632, 4th ed., 1988.

AUTO MECHANICS FUNDAMENTALS, Stockel and Stockel, Goodheart-Willcox Company, Inc., 1991.

INTERNATIONAL FIRE SERVICE TRAINING ASSOCIATION (IFSTA)/ FIRE PROTECTION PUBLICATIONS (Training Manuals):
Pumping Apparatus Driver/Operator Handbook, 1st ed., 1999.

EFFECTIVE SUPERVISORY PRACTICES, International City Management Association (ICMA),

1120 G Street, N.W., Washington, D.C. 20005, 3rd ed., 1995.

NOTE: Obtain through LSU Firemen Training Program or IFSTA Fire Protection Publications.

The local civil service board should make this study guide available to all applicants in whatever manner the board deems appropriate.

While there are no provisions requiring this office to provide study guides for any competitive or promotional examinations, such material will be provided as a service to assist applicants in preparing for an examination. The State Examiner's office has no control whatsoever over the local availability of reference material(mentioned in the study guides), nor do we feel constrained to limit examination questions to only that material which is available locally. Examination content, weighting of subject areas, and length of examination, may vary with each administration of an examination to reflect any updated job analysis information. Percentages and numerical estimations are provided as approximations.